

**BY THE ORDER OF
THE SUPERINTENDENT**

**HQ UNITED STATES AIR FORCE ACADEMY
MISSION DIRECTIVE 6**

29 MAY 2003

10TH MEDICAL SUPPORT SQUADRON



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This mission directive prescribes the mission, organization, and responsibilities of the 10th Medical Support Squadron, Headquarters United States Air Force Academy (USAFA), Colorado.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

1. Authority. AFI38-101, *Air Force Organization*, as implemented by Department of the Air Force Personnel DAF/PE 690r letter, 13 October 1994, Organization Actions Affecting Certain United States Air Force Academy Units, Special Order Number GS-6, Headquarters US Air Force Academy, 21 October 1994, which activated the 10th Medical Group. Special Order Number GS-2, Headquarters US Air Force Academy, 25 September 1998, established an Operating Location (OL) at Peterson Air Force Base (AFB).

2. Mission. Provides command and control, staff supervision, and planning and management of active duty military and civilian personnel assigned to the 10th Medical Support Squadron.

3. Organization. The 10th Medical Support Squadron is assigned to the Headquarters 10th Medical Group. The main location is at the USAFA with an OL at Peterson AFB. The 10th Medical Support Squadron is comprised of Business Operations and Beneficiary Support Flight, Medical Information Services Flight, Medical Logistics Flight, Pharmacy Flight, Clinical Laboratory Flight, and Diagnostic and Therapeutic Services Flight.

4. Responsibilities. The 10th Medical Support Squadron Commander:

- 4.1. Organizes and exercises command and control, staff supervision, planning and management, and overall control of all military and civilian personnel assigned to the 10th Medical Support Squadron.
- 4.2. Plans, supervises, controls, and manages all squadron programs and activities. Provides administrative and diagnostic and therapeutic services to the medical group.
- 4.3. Integrates operational risk management principles, techniques, and tools into policy, planning, education, and training to induce application by personnel at all levels and in all functional areas.

5. Relationship to Other Units or Agencies. Direct communication with other US Air Force Academy agencies, Peterson AFB agencies, Headquarters (HQ) US Air Force, HQ Space Command, Secretary of the Air Force, other US Air Force Major Commands, and other Department of Defense agencies and activities will normally be coordinated through the 10th Medical Group. Direct time-critical communications that support mission objectives are authorized and do not require the 10th Medical Group coordination.

6. Records Disposition. Units who create paper or electronic records are to comply in accordance with AFMAN37-139, *Records Disposition Schedule*, for maintenance and disposal of records.

JAMES W. SPENCER, Colonel, USAF
Director, Plans and Programs